

DIRECTOR OF CENTRAL INTELLIGENCE

**Security Committee**

SECOM-D-676

2 October 1979

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MEMORANDUM FOR: [REDACTED]  
Special Assistant to the DCI

FROM: [REDACTED]  
Chief, Community Security Group

SUBJECT: APEX Introduction/Education

On 1 October 1979 you asked for ideas on introducing the APEX concept. The following is for your consideration:

a. Distribution of the APEX concept paper through existing compartmentation channels.

b. A series of personal briefings to high level officers in the Community.

1. The DDA, DDS&T, DDO, D/NFAC and or their deputies in CIA

2. Officers as proposed by the D/DIA at DIA

3. Personnel nominated by DIRNSA at NSA

4. A presentation at the October, November meetings of the Security Committee, the SIGINT Committee and COMIREX. (Actually, I'm sure special meetings would be arranged to meet your schedule.) You might care to consider briefing the Information Handling Committee and the HUMINT Committee.

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d. A briefing of the members of the Compartmentation Subcommittee of the Security Committee - since they are personnel who will undoubtedly be designated as APEX Security Officers in the Community departments. They can shortstop a lot of questions if properly cut in.

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f. A series of canned briefings should be made. These to include a video-tape (with quite a few copies provided for retention by departments), a combination tape and slide presentation appropriately coordinated for use on some of the Community's education forums, a series of vugraphs for optional use in concert with the APEX paper. There was a suggestion offered that a short movie be made to include a straight presentation and then a panel with participants asking questions of the mentor.

g. It would be advisable to seek the support of the members of the NFIB Working Group on Compartmentation in the introductory/education phase. You should encourage them to brief on APEX within their departments. To assist them, you might ask them to hold off until the training aids are available. They would facilitate maintaining a certain consistency and degree of evenness in the education process.

h. There will be many questions from many quarters. You might care to consider establishing the staff as a focal point for collection of all such questions and consider asking members of the NFIB WG to do the same. A compilation of questions could afford a reliable indication of pressure points and permit the formation of proper responses which could then be shared throughout the participating agencies.

i. The nitty gritty of implementing compartmentation procedures, and this will be true of APEX falls to secretaries, registry personnel, communicators and other support elements.

This should be recognized. Within CIA a senior secretary and administrative assistant have translated the generalities of our compartmentation programs into very specific terms. They go around briefing and instructing agency support personnel on the finer points of implementation. Similar actions are taken in other departments. You might want to consider making some special effort early in the game to get to these people for a briefing or just a question/answer period. They can facilitate implementation or exert a decided negative influence.

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